

Fairfield Board of Education
Meeting Minutes
Tuesday, April 24, 2018 at 7:30 P.M.
Stevenson School - Library
15 Knoll Road, Fairfield, NJ 07004

I. EXECUTIVE SESSION

BE IT RESOLVED that the Fairfield Board of Education finds it necessary to meet in Executive Session (Closed to the Public) to discuss attorney/client privileged information, which is exempt from the Open Public Meetings Act.

Introduced by: Mr. P. Freda Seconded by: Mrs. A. Jandoli Voice Vote: Aye Carries

II. OPEN MEETING –PUBLIC NOTICE OF MEETING

The Board will reconvene from Executive Session and Mr. Egan, President, will preside and voice the call to order at 7:30 p.m.

The public meeting will be called to order at approximately 7:30 p.m., by Mr. Egan, Board President, by reading the following announcement to those present:

“The public has been duly informed of this meeting in accordance with Chapter 231 of the Public Laws of 1975 by posting, at least 48 hours in advance, a notice on the bulletin boards in Stevenson and Churchill Schools, a notice to the Township Clerk, and a notice to The Progress Newspaper.”

Now, please join us for the Pledge of Allegiance.

BOARD MEMBERS PRESENT: Mr. Pat Freda, Mrs. A. Jandoli, Mr. Robert Lombardy, Vice President, and Mr. Brian Egan, President

BOARD MEMBERS ABSENT: Mr. Jeffrey Didyk

ADMINISTRATORS PRESENT: Ms. Susan Ciccotelli, Superintendent of School
Ms. Yvonne Hellwig, Board Secretary/School Business Administrator

PUBLIC AND STAFF PRESENT: Numerous Staff Members and residents

PUBLIC COMMENT ON: *AGENDA ITEMS ONLY*

There were no public comments or questions.

There was a Budget Presentation by Ms. Hellwig, Business Administrator/Board Secretary

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III. ENROLLMENT: April 20, 2018

Grade/School	Total Students 6/30/17	Total Students 3/13/18	Total Students 4/20/18
Preschool	41	56	57
K – Stevenson	73	86	86
1 – Stevenson	112	77	77
2 – Stevenson	82	109	108
3 – Stevenson	75	89	89
4 – Churchill	89	76	77
5 – Churchill	105	94	94
6 – Churchill	96	106	104
Total:	673	693	692
Outside #367and #356			

IV. PERSONNEL

A. JOB DESCRIPTION APPROVALS

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve the following job descriptions, revised to meet State mandates.

- K-6 Music Teacher
- Special Education Teacher
- Speech/Language Specialist

B. INSTRUCTIONAL

1. Renewal of Newly Tenured Staff

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, renew the contracts for the following newly tenured staff effective September 1, 2018.

- Danielle Colon
- Lindsey Dillon
- Andrea Goldsmith

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2. Renewal of Non-Tenured Teaching Staff

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, renew the following non-tenured certificated staff for the 2018-2019 school year following the 4-year tenure mandate. As required by contract, the staff will be informed of assignments per the June 1st letter.

Hired 1/5/15 Tenure 1/6/19	Hired 12/1/16 Tenure 12/2/20
Pero, Kristen	Dewland, Megan
Hired 9/1/15 Tenure 9/2/19	Non-Tenure until 7/2/21
Barra, Laura	Singh, Jennifer
Mayer, Vanessa	Non-Tenure until 9/21
Non-Tenure until 12/2/19	Anderson, Charles
Casenta, Romina	Booth, Julia
Hired 1/4/16 Tenure 1/5/20	Matyola, Tatiana
DeMarco, Matthew	Smith, Rebecca
Hired 9/16 Tenure 9/2/2020	Sorrentino, Samantha
Agrifolio, Desiree	Tornatore, Gabriella
Pilato, Erika	Zincone, Meghan
Polay, Jennifer	Non-Tenure until 10/24/21
	Fitzpatrick, Lauren

3. Resignation

- a. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, accept the letter of resignation from Jessica Henao with regret, best wishes, and appreciation for her 14 years of service to the students of Fairfield, effective June 30, 2018.
- b. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, accept the letter of resignation from Lindsay Hassenius with regret, best wishes, and appreciation for her years of service to the students of Fairfield, effective June 30, 2018.
- c. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, accept the letter of resignation from Janice Dawer with regret, best wishes, and appreciation for her service to the students of Fairfield, effective June 30, 2018.

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- d. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, accept the letter of resignation from Rachelle Simons with regret, best wishes, and appreciation for her years of service to the students of Fairfield, effective June 30, 2018.

C. NON-INSTRUCTIONAL

1. Rescind Termination and Approve Irrevocable Letter of Resignation

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, hereby rescind Board Resolution V.B.1 on the March 13, 2018 Minutes in regard to the termination of employee #100954 and approve the Irrevocable Letter of Resignation and Severance Agreement and General Release with employee #100954.

2. Employment

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, hereby approve Leo Bertoldi as Instructional Aide at \$15.00 per hour, effective April 25, 2018.

D. ADMINISTRATION

Resignation

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, hereby accept the letter of resignation from Yvonne Hellwig, Business Administrator/Board Secretary, effective June 30, 2018 with regrets, best wishes, and appreciation for her service to the Fairfield School District.

E. SUBSTITUTES

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, hereby approve the following fully qualified substitutes, effective upon receipt of all required information.

- Delia Reyes PG/C/Instructional Aide
- Brooke Beatty Teacher/Instructional Aide

Personnel Recommendations:

Introduced by: Mr. P. Freda Seconded by: Mrs. A. Jandoli

Mr. P. Freda	Aye	Mr. R. Lombardy	Aye
Mrs. A. Jandoli	Aye	Mr. B. Egan	Aye

Motion Carried

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V. POLICY

F. FIRST READING POLICY

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve the first reading of Policy # 2418, Section 504 of the Rehabilitation Act of 1973-Students and Policy #4124, Employment Contract, which are mandated by the State.

Policy Recommendations:

Introduced by: Mr. P. Freda Seconded by: Mr. R. Lombardy
Mr. P. Freda Aye Mr. R. Lombardy Aye
Mrs. A. Jandoli Aye Mr. B. Egan Aye

Motion Carried

VI. PROGRAM/CURRICULUM

A. CURRICULUM APPROVALS

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the Speech and World Language/Technology curriculum which have been updated to include the State Required Standards information, effective immediately.

B. OUT OF DISTRICT PLACEMENT

Recommended Motion, that the Board of Education, upon the recommendation of the Superintendent approve the out of district placement for Student #356 to Cornerstone Day School retroactively from 4/5/18 through 6/30/18 at \$377.28 per day in order to meet IEP requirements. Therapies (i.e. ABA Home services, OT, PT, etc.) are included in tuition rate unless noted separately as additional costs through the vendor contracts.

C. PROFESSIONAL DEVELOPMENT WORKSHOP APPROVALS

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve attendance at the following workshops and approve the reimbursement of registration, lodging, and/or mileage, expenses to be made, pending completion of the workshops and submission of the travel reports.

Staff	Workshop	Date(s)	Place	Registration/ Lodging
Hellwig, Y.	NJASBO Annual Conference	June 6-9, 2018	Atlantic City	\$500

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D. GOOD NEWS

Churchill School

- The fourth grade had a blast on their first field trip. The American Labor Museum and Paterson Museum provided the students with great information about historical events in New Jersey. They enjoyed exploring each museum. In Reading, they are finishing literature circles. They enjoy meeting with their literature circle groups to discuss their reading. The students find it interesting to share their experience and connections with their literature circle novels. In Science, they've been learning all about their ever-changing Earth, its make-up and how their Earth changes due to erosion and weathering. They are excited for their next unit of study.
- The fifth grade science students are building terrariums to represent the four major systems of the earth.
- The Drama Club performance of "Alice in Wonderland" was a great success!
- Mrs. Colon and Ms. Tirrell's 6th grade DI classes used Google Classroom and Google Slides to create a slideshow about their school's namesake, "*Winston Churchill- Britain's Great Statesman*". Each student contributed slides telling the story of his life. A second portion of the slide show included the students' favorite quotes attributed to Churchill, with an explanation of how the quote applies to their own life. Guests attended the show and enjoyed traditional British treats of crisps (chips) and biscuits (cookies). These students initially felt very nervous speaking in front of an audience, but afterwards, reported that it felt great!

Stevenson School

- In the month of April, Kindergarten students will be learning all about Spring and completing their Weather Unit in Science. They will celebrate Earth Day and Arbor Day by reading expository/informational text about the Earth and doing some fun projects as well.
- First grade students are retelling narrative stories during writing. The students retell the story in their own words, making sure to include all the important story elements. Students were asked, "Who is worth more to you than gold?" Check out their answers on the bulletin board outside the Stevenson library. In Math, students are working on addition and subtraction math facts by learning fact families. Students are also working on a very special Mother's Day project! SHH! It's a surprise!

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- Second Grade students have been learning about maps. They are studying New Jersey, the United States, and the continents. While studying maps, they are reading "Flat Stanley." Each child will be sending their own Flat Stanley to a friend or relative nationally or

internationally. Flat Stanley will return to Stevenson School, and then each child will make a presentation to the class. The children will also begin Targeted Instruction in grade two for the last few months of school. They will be assigned novels based on their reading levels.

- Before Spring Break, students in third grade took their second field trip of the year. This was not a field trip the students were used to, but it was a lot of fun, and they learned a great deal! Third graders went to the Caldwell Theater to see the movie “Wonder.” “Wonder” is about a boy with a facial difference who is just trying to make his way through 5th grade. Students in third grade learned a lot about accepting others despite their differences and enjoyed watching the movie together as a grade. Even after break, students are still talking about it!
- HEP: Kindergartners are coding in this series of online puzzles using cole.org. Students will build on the understanding of algorithms, debugging, and general computer literacy. Characters from the game “Angry Bird” are in the puzzles, and students are using sequential algorithms to get the bird to the puig without crashing into walls. Debugging puzzles have also been mixed into this stage for added practice with problem-solving and critical thinking.

District

- In Art, students at both Stevenson and Churchill have been experimenting with the art of printmaking. Each grade has been experimenting with paint, ink and various objects in order to create unique and interesting prints. The objects the students have used have ranged from Q-tips and paper rolls to rolling stamps and sponges. The fourth grade even used artificial flowers! They look forward to displaying this art in the hallways soon for all to see and enjoy.

Program/Curriculum Recommendations:

Introduced by: Mr. P. Freda Seconded by: Mr. R. Lombardy

Mr. P. Freda Aye Mr. R. Lombardy Aye

Mrs. A. Jandoli Aye Mr. B. Egan Aye

Mr. Lombardy abstained from Item VII. C. and stated that in the future, the Board needs to watch the language on contracts and consider the impact.

Motion Carried

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VII. FINANCE

- A. **BE IT RESOLVED** that the Minutes from the Public and Executive Sessions, held on March 13, 2018 be approved.

B. **BE IT RESOLVED** that the Minutes from the Special Public Session held on March 19, 2018 be approved.

C. **BE IT RESOLVED** to approve the following attached Bills and Claims List and Payrolls:

Bills and Claims	Amount
Bills List	\$ 688,085.21
February 15, 2018 Payroll	\$ 354,599.73
February 28, 2018 Payroll	\$ 337,827.87
March 15, 2018 Payroll	\$ 349,834.62
March 30, 2018 Payroll	\$ 338,250.59

D. **BE IT RESOLVED** to approve the Board Secretary’s Report for the month of January 2018

E. **BE IT RESOLVED** to approve the budgetary transfers for the months of February and March 2018.

F. **BE IT RESOLVED** to approve the Treasurer’s Report for the month of January 2018

G. Building Use Applications

BE IT RESOLVED to approve the following Building Use Applications:

Organization or Group/Location/Purpose	Date and Time Slot
Explore Your Art After School Program Stevenson Art Room Michelle Centrowitz	Thursdays, May 1st – 31st, 2018 From dismissal until 4:30PM
Fairfield Recreation Department 2 fields - ST and 3 fields – CH Baseball & Softball fields	Monday – Sundays 5:00PM – 8:00PM April 5 – June 13, 2018
Children’s Yoga Stevenson Gym Kelly Winkler	Wednesday, May 16 & 23, 2018 and June 6 & 13, 2018 3:20PM – 4:20PM
Fairfield HSA – Brain Show Stevenson Gym	April 30, 2018 6:00PM – 9:00PM

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H. **BE IT RESOLVED** to accept the Superintendent’s HIB Investigations Report reported on 3/13/2018. CH #2 17-18 was not a HIB incident and CH #3 17-18 was deemed a HIB incident because it was motivated by an actual characteristic and insulted, demeaned and emotionally harmed the victim.

I. **BE IT RESOLVED** that the Fairfield Board of Education hereby approve submission of grant application for the 2018-2019 Safety Grant Program through the New Jersey

Schools Insurance Group ERIC NORTH Sub Fund for the purpose described in the application (exterior school cameras), in the amount of \$3,773.10 for the period of July 1, 2018 to June 30, 2019.

- J. **BE IT RESOLVED** that the Fairfield Board of Education accept, with much gratitude, a donation of \$200 from the Home School Association to benefit the Churchill Drama Club.

Final Adoption of the 2018-2019 School Budget and Public Hearing Presentation. Ms. Yvonne Hellwig, Business Administrator/Board Secretary will give the Presentation

- K. ADOPTION OF 2018-2019 SCHOOL BUDGET

BE IT RESOLVED that the Fairfield Board of Education approve and adopt the 2018-2019 School Budget in the amount of \$11,950,652 for the General Fund (Current Operating Expenses), \$214,581 for the Special Revenue Fund (Federal & State), and \$93,220 for the Debt Service Fund; and

BE IT FURTHER RESOLVED that there should be raised for the General Fund \$11,378,705 through local taxation to support the Current Operating Expense Budget and \$93,220 through local taxation to support the Debt Service Fund for the 2018-2019 School Year; and

BE IT FURTHER RESOLVED that the Fairfield Board of Education include in the budget the adjustment for enrollment in the amount of \$53,037. The District intends to utilize this adjustment for supplies and materials for the additional students; and

BE IT FURTHER RESOLVED that the Current Expense Operating Budget includes \$11,560 for maximum travel expenditures in accordance with N.J.S.A. 6A:23A-7.1.

**Routine and Recurring Monthly Business Items A-J
and Adoption of the 2018-2019 Budget Item K**

Introduced by: Mr. P. Freda Seconded by:

Mr. P. Freda	Aye	Mr. R. Lombardy	Aye
Mrs. A. Jandoli	Aye	Mr. B. Egan	Aye

Motion Carried

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VIII. OLD BUSINESS

Mr. Lombardy spoke on what E.I. Associates is working on for the District as far as preparing a Feasibility Study and the need to improve facilities. Mr. Lombardy recommended that the Buildings & Grounds Committee set up a meeting with parents and the community so that others are involved and part of the decision making process.

IX. NEW BUSINESS

There was no new business

X. COMMITTEE REPORTS

The conversation regarding E.I. Associates and plans to include the community as part of the decision making process was reiterated.

XI. PUBLIC COMMENT ON: *AGENDA AND NON-AGENDA ITEMS*

There were many positive comments about the play at Churchill School as well as the Arts and Science Fair at the Stevenson School.

A parent asked if Churchill School holds Science Fairs.

Another parent wanted to know if Churchill graduation could be held outside again like it used to be.

Mrs. Golioto asked about summer homework projects. She commented that last year's summer homework program was very good. She also mentioned that the Writing Club prepared a very cute booklet. Her final comment was that Volunteers should not be treated disrespectfully or as if they are 'not wanted' in the building.

XII. NEXT MEETING

The next meeting will be held on June 12, 2018 at 7:30 PM in the Library at Stevenson School.

XIII. ADJOURNMENT

There being no further business before the Board, the meeting is hereby adjourned.

Introduced by: Mr. B. Egan Seconded by: Mr. P. Freda Voice Vote: Aye: Carried